

HORDEN PARISH COUNCIL
Minutes of Meeting held 5th February 2009

Present: Councillor J White (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, T Jones, G Lavery, G Phillips, M Robinson and E Wood

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager).

Also present: PC S Rowe, PSCO N Holmes and PCSO K Taylor

HPC **Apologies for Absence.**

08/09/156 **RESOLVED:** Apologies RECEIVED and approved for Councillors R Brown, G Jones, D Maddison and W Smith

HPC **Minutes of the Meeting of Horden Parish Council held 4th December 2008.**

08/09/157 **RESOLVED:** That the minutes be confirmed as a correct record subject to minute no. P&C 08/09/57 be changed from Councillor Phillips to Councillor Robinson and be signed by the Chairman.

HPC **Matters Arising – Clerk’s Report.**

08/09/158	F&GP 08/09/123	Citizens Advice Bureau – The CAB has been advised of the Parish Council’s decision.
	HPC 08/09/147	Precept 2009/10 – A Special Meeting has been called to set the precept.
	HPC 08/09/149	Durham County Council – Secondary School Admission Arrangements September 2010 and Beyond – The Consultation response has been completed and returned.
	HPC 08/09/150	Durham County Council – Draft Policy in Respect of the Licensing Act 2003 – The County Council has been advised of the Parish Council’s response welcoming the changes to the policy.
	HPC 08/09/152	Durham County Council – Draft Policy in Respect of Hackney Carriage and Private Hire Licensing - The County Council has been advised of the Parish Council’s concerns regarding the expense of having cars a specific colour.
	HPC 08/09/154	New Year Big Clean – Pledge a Litter Pick – The Pride in Easington Co-ordinator has been advised of the areas highlighted by Members for a litter pick.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**

08/09/159	District of Easington	Meeting of the Resources Scrutiny – 6 th January 2009 Meeting of the Executive – 13 th January 2009 Meeting of the Regeneration Service Scrutiny Committee – 26 th January 2009 Meeting of the Community Service Scrutiny Committee – 27 th January 2009 Meeting of the Resources Scrutiny Committee – 27 th January 2009 Coastal Area Forum – 28 th January 2009 Meeting of the Executive – 3 rd February 2009
	Hartlepool Mail	“School Dream is Finally a Reality” – 24 th December 2008 “Songbird wins £10,000 prize” – 26 th December 2008 “Creative Together” – 29 th December 2008 “Get Bloomin’ involved ...” – 29 th December 2008 “Homing in on a Brighter Future” – 30 th December 2008 “Parents on Learning Curve” 31 st December 2008

white
5-3-09.

"Pupils win award for their healthy teeth" – 7th January 2009
 "Kia Motor Set on Fire" – 8th January 2009
 "Postmistress Remembered" – 16th January 2009
 "Former Coal Miner Died of Natural Causes" 19th January 2009
 "Discuss Coastal Issues" – 20th January 2009
 "Good Buddy is looking for a Quiet Home" – 22nd January 2009
 "Pirate Couple Jailed" – 22nd January 2009
 "Great great gran's lost purse plea" – 24th January 2009
 "Charge over Car" – 27th January 2009
 "£1,000,000 Lined up for an old look" -27th January 2009
 "Snow way Alan and Margaret could be kept apart" 28th January 2009

The Municipal Journal, 15.01.09; 22.01.09; 29.01.09
 Link County Durham – Volume 1 – November 2008
 LGE – Advisory Bulletin – December 2008
 BRAMM – Issue 4 – Winter 2007/09
 News & Views – Winter 2008
 LGR – January 2009
 Clerks & Councils Direct – January 2009
 Touchbase – December 2008
 Coast and Countryside Rangers – January 2009
 Zurich Municipal – January 2009
 Community News – Durham Rural Community Council – Winter 2009

HPC **Police Report.**

08/09/160 The Chairman welcomed PC S Rowe, PSCO N Holmes and PSCO K Taylor to the meeting who reported on incidents covering 9th January to 4th February 2009

Recorded incidents in Horden	230
Burglary Dwellings and Burglary	12
Vehicle Crime – theft of	1
Vehicle Crime – theft from	2
Thefts	12
Rowdy, Nuisance Behavior	41
Criminal Damage	15

Councillor Lavery expressed concern regarding vehicular parking and driving on the pavement at Dene Terrace between The Salon Shop and Costcutter Shop. Cars were parking on the footpaths and this was causing a particular hazard to pedestrians. Councillor Connor also reiterated these concerns along Cotsford Lane and felt that changing the white lines to yellow around Sainsburys may alleviate this problem. It was also noted that parking problems were also being encountered outside the nursery also situated in Cotsford Lane.

RESOLVED: That:-

- i) the information given be NOTED;
- ii) that the Clerk write to Maxine Stubbs, Durham Constabulary regarding the parking problems in Cotsford Lane.

HPC **Public Participation.**

08/09/161 There were no members of the public present.

J White
5-3-09

"Pupils win award for their healthy teeth" – 7th January 2009
 "Kia Motor Set on Fire" – 8th January 2009
 "Postmistress Remembered" – 16th January 2009
 "Former Coal Miner Died of Natural Causes" 19th January 2009
 "Discuss Coastal Issues" – 20th January 2009
 "Good Buddy is looking for a Quiet Home" – 22nd January 2009
 "Pirate Couple Jailed" – 22nd January 2009
 "Great great gran's lost purse plea" – 24th January 2009
 "Charge over Car" – 27th January 2009
 "£1,000,000 Lined up for an old look" -27th January 2009
 "Snow way Alan and Margaret could be kept apart" 28th January 2009

The Municipal Journal, 15.01.09; 22.01.09; 29.01.09
 Link County Durham – Volume 1 – November 2008
 LGE – Advisory Bulletin – December 2008
 BRAMM – Issue 4 – Winter 2007/09
 News & Views – Winter 2008
 LGR – January 2009
 Clerks & Councils Direct – January 2009
 Touchbase – December 2008
 Coast and Countryside Rangers – January 2009
 Zurich Municipal – January 2009
 Community News – Durham Rural Community Council – Winter 2009

HPC **Police Report.**

08/09/160 The Chairman welcomed PC S Rowe, PSCO N Holmes and PSCO K Taylor to the meeting who reported on incidents covering 9th January to 4th February 2009

Recorded incidents in Horden	230
Burglary Dwellings and Burglary	12
Vehicle Crime – theft of	1
Vehicle Crime – theft from	2
Thefts	12
Rowdy, Nuisance Behavior	41
Criminal Damage	15

Councillor Lavery expressed concern regarding vehicular parking in Cotsford Lane near to Sainsburys. Cars were parking on the footpaths and this was causing a particular hazard to pedestrians. Councillor Connor also reiterated these concerns along Cotsford Lane and felt that changing the white lines to yellow around Sainsburys may alleviate this problem. It was also noted that parking problems were also being encountered outside the nursery also situated in Cotsford Lane.

RESOLVED: That:-

- i) the information given be NOTED;
- ii) that the Clerk write to Maxine Stubbs, Durham Constabulary regarding the parking problems in Cotsford Lane.

HPC **Public Participation.**

08/09/161 There were no members of the public present.

Junia
5-3-09

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 5th February 2009

- Present:** Councillor E Connor (Chairman)
 Councillors J Clark, M Clark, W Hill, T Jones, G Lavery, G Phillips, M Robinson, J White and E Wood
- Staff:** Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager).
- Apologies:** Councillors R Brown, G Jones, D Maddison and W Smith

- P&C** **Parks & Cemetery Manager's Report.**
08/09/62 The report previously circulated covered the period 22nd December 2008 to 25th January 2009. The Parks and Cemetery Manager advised Members that a quotation has been received in respect of the supply of fencing and gates for the area near the rugby field at a cost of £1832 plus VAT the fencing and gates would be erected by the Parish Council workforce.
- RESOLVED:** That:-
- i) the information given, be NOTED;
 - ii) **AGREED** that the fencing and gates be purchased at a cost of £1832 plus VAT and be erected as detailed.

- P&C** **Damage/Incident Reports.**
08/09/63 The Clerk advised Members of the following damage/Incident reports:-
- | | | |
|----------|-----------|--|
| Damage | 17.1.09 – | Welfare Park – Toddler Play area safety surface damaged to an extent of approximately 2 sq ft pulled up and graffiti on play equipment. Safety surface repaired and graffiti removed. Police informed. |
| | 18.1.09 | |
| Incident | 25.1.09 | Social Welfare Centre – Cement thrown at Shutters which had set so was difficult to open shutters. Cement removed and area cleaned. |
- RESOLVED:** The reports be NOTED.

- P&C** **HCW AFC – Football Stadium Improvement Grant.**
08/09/64 The Clerk advised Members on correspondence received from the Football Stadium Improvement Fund advising that the application to install new floodlights at Welfare Park had received 50% funding towards the project total. He also advised that he had been in touch with NEDL who had advised that there was a four month lead in time for the works to be carried out and that a payment for £11,927.80 would need to be forwarded to NEDL in order to progress these works.
- RESOLVED:** That:-
- i) the information given, be noted;
 - ii) that authority be GIVEN for a payment of £11,927.80 to be forward to NEDL.

- P&C** **Horden in Bloom.**
08/09/65 *Councillor W Hill declared a personal interest in the item and left the room.*
 The Clerk advised on correspondence received from Horden in Bloom Committee and updated Members on a recent Horden in Bloom meeting that both he and the Parks and Cemetery Manager had attend. The Committee had requested that the Parks staff plant the planters up, maintain the planters and the Parks and Cemetery Manager order the plants on a rechargeable basis. The Clerk had advised the Committee that any future planters would need to be evaluated as to their sustainability.
- RESOLVED:** That
- i) the Parish Council maintain and plant the planters;
 - ii) the Parks and Cemetery Manager order plants to fill the planters and these be re-charged to Horden in Bloom Committee;

- P&C** **District of Easington – The Big Tidy Up 2008**
08/09/66 *Councillor G Patterson declared a personal interest as he is a member of the Committee*
 The Clerk outlined details of the Big Tidy Up 2008.
- RESOLVED:** that the information given, be NOTED.

J White
5-3-09

P&C **Parks in the Credit Crunch**

08/09/67 The Clerk gave details of a Conference to be held on 17th February 2009 at the Royal Geographical Society, London.

RESOLVED: That no-one was available to attend.

f white
5-3-09.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 5th February 2009

Present: Councillor J Clark (Chairman)
 Councillors M Clark, E Connor, W Hill, T Jones, G Lavery, G Phillips, M Robinson, J White and E Wood

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)

Apologies: Councillors R Brown, G Jones, D Maddison and W Smith

F&GP **Parish Council Financial Status – Bank Balances.**

08/09/126 The Clerk reported the bank balances as at 31/1/2009 being £361,509.88
RESOLVED: That the information be NOTED.

F&GP **Income and Expenditure Report to 30/12/2008**

08/09/127 The report had been previously circulated.
RESOLVED: That the report be NOTED

F&GP **Cash Cheques.**

08/09/128 The Clerk requested that a cash cheque totaling £380. (£250 Admin, 100 SWC and £30 Cemetery petty cash).
RESOLVED: To ENDORSE the cheque for payment.

F&GP **Bank Transfer.**

08/09/129 The Clerk informed Members that the transfer for January was £39,213.97.
RESOLVED: To ENDORSE transfers.

F&GP **Invoices for endorsement for payment**

08/09/130 **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT
A1 Trophies & Engraving	29.01.09	Engraving Chairmans Chain	7.50
Baker Ross	29.01.09	Craft Goods	269.64
British Gas	06.01.09	Electricity - Cemetery	76.65
British Gas	06.01.09	Electricity - Sunderland Road	1.53
British Gas	06.01.09	Electricity - SWC	445.56
British Gas	06.01.09	Electricity - Welfare Ground	23.49
British Gas	06.01.09	Electricity - Works Building/Green Leaf	238.23
British Gas	06.01.09	Electricity - Memorial Park	12.94
British Gas	06.01.09	Electricity - HCW AFC	441.06
Darlington Borough Council	22.01.09	Bedding Plants	3344.51
District of Easington	30.01.09	Repair to Iseki Tractor and Line Spry	237.35
District of Easington	30.01.09	Tyre for Iseki Tractor	19.18
Fields In Trust	20.01.09	Subscription 2009	35.00
Fleximass	19.01.09	Artificial Grass	193.55
Haswell & District Mencap	26.01.09	Buffet	80.50
Homecare DIY	23.01.09	Hardware	41.16
J Martin	21.01.09	3 Market Stalls	362.00
In-Bev	15.01.09	Bar Supples	477.14
In-Bev	08.01.09	Bar Supples	1212.67
In-Bev	08.01.09	Bar Supples	-42.76
Mark Ferguson	15.01.09	Replace Light Cover SWC	49.36
Mark Ferguson	30.01.09	Repair/Replace Window SWC	188.51
Mastercopy	21.01.09	Cost per Copy/IT Support	160.18
Maxwells DIY	31.12.08	Hardware	85.88
Maxwells DIY	31.01.09	Hardware Goods	175.41
North East Ironcraft	20.01.09	Bike Racks/Flagpole	655.00
Rickerby Ltd	31.01.09	6 x Rollers for Gangs	414.58
Rigby Taylor	20.01.09	Fertilisers	405.45
The Sandwich Club	16.01.09	Buffet	200.00
Shell	07.02.09	Fuel	44.71
Shell	02.02.09	Diesel	41.82
Total	08.01.09	Gas - SWC	3315.40
The Village Florist	07.11.08	Flowers	40.00
Uniforms Uk	07.11.08	2 x Jackets	25.14
Viking Direct	11.11.08	Cable/Bubblewrap	68.13

J White
5-3-09

Viking Direct	13.01.09	Stamps/Office Trimmer/Envelope	109.20
Vodafone	13.01.09	Mobile Phones	105.38
Wilf Husband	30.01.09	Topsoil	147.20
Zurich Municipal	23.01.09	Insurance Premium Cemetery Van	327.33

Invoice Total

£14035.58

F&GP **Members/Officers Allowances.**

08/09/131 The Clerk advised that Councillor J White had submitted her claim for participation.
RESOLVED: That the participation allowance for £558.26 be APPROVED for payment.

F&GP **Social Welfare Centre Sub-Committee.**

08/09/132 **RESOLVED:** that

- a) the minutes be APPROVED.
- b) SWC/08/09/62 – be APPROVED
SWC/08/09/63 – be APPROVED.
SWC/08/09/64 – be APPROVED
SWC/08/09/65 – be APPROVED.
SWC/08/09/66 – be APPROVED – Councillor Phillips wanted to express her thanks to the Events Management Team for all the hardwork and effort that the Team had put in.
SWC/08/09/67 – be APPROVED.
SWC/08/09/68 – be APPROVED.
SWC/08/09/69 – be APPROVED.
SWC/08/09/70 – be APPROVED.
SWC/08/09/71 – be APPROVED and an item be placed on the Social Welfare Centre agenda to advise Members on how the SWC was staffed to cover for absences and events.
SWC/08/09/72 – be APPROVED and the Clerk ensure that all legal/insurance requirements were met and that the licence be paid by the Boxing Club.
SWC/08/09/73 – be APPROVED.
SWC/08/09/74 – be APPROVED.

F&GP **Change of Signatories for Horden Parish Council Bank Accounts.**

08/09/133 The Clerk advised Members on the need to update the cheque signatories for the Parish Council's bank account.
RESOLVED: That the cheque signatories be updated.

F&GP **Pantomime 2010**

08/09/134 The Clerk advised that the Assistant Clerk had booked the 2010 Pantomime to be held Wednesday 21st January and Thursday 22nd January 2010 at a cost of £3208.50 plus VAT.
RESOLVED: That the action of the Assistant Clerk, be ENDORSED.

F&GP **Clerk's Training and Development**

08/09/134 The Clerk gave details of the "Working with your Council" Training Course which would be useful to him in his role as Clerk to the Council. The Training would be undertaken within working hours at a cost of £90 plus VAT.
RESOLVED: That the Clerk undertake the "Working with your Council" Training Course at a cost of £90 plus VAT.

F&GP **National Association of Councillors – Tackling Violent Crime and Disorder Conference**

08/09/134 The Clerk advised of the above Conference which was to take place at Blackpool on Friday 27th February to Sunday 1st March 2009 at a cost of £295.00
RESOLVED: That no-one was available to attend.

F&GP **Thank You Letters**

08/09/134 a) **Cotsford Junior School**
The Clerk read the letter thanking the Parish Council for the recent Pantomime and the Free Use of the Social Welfare Centre.
RESOLVED: That the letter be displayed on the noticeboard

J White
5.3.09

b) **Victim Support County Durham**

The Clerk read the letter thanking the Parish Council for their recent donation.

RESOLVED: That the letter be displayed on the noticeboard

c) **Cotsford Infant School**

The Clerk read the letter thanking the Parish Council for the recent Pantomime.

RESOLVED: That the letter be displayed on the noticeboard

F&GP**08/09/134****Proposed Planning Application**

Councillor E Connor declared an interest on the grounds that she is a Member of the District of Easington Development Control Sub-Committee

- PLAN/928/5/204 – Proposed Provision of Art and Interpretation Features, New Footpaths, Upgrading Existing Paths, Access Improvements, Seating Areas and Resurfacing of Car Park, Limekiln, Cotsford Fields, East of Station Road, Horden
- PLAN/5/2009/0014 – Proposed Storage Area (Retrospective) at 21 Morpeth Street, Horden for Deanswood Properties
- PLAN/5/2009/0015 – Proposed Change of Use from Flat to Hairdressing Salon (Retrospective) at Andrea's Hair Studio, Warren Square, Horden, SR8 4JE for Miss Andrea Burrell

J White 5-3-09

FULL PARISH COUNCIL
Minutes of Meeting held 5th February 2009

Present: Councillor J White (Chair)
 Councillors J Clark, M Clark, E Connor, W Hill, T Jones, G Lavery, G Phillips, M Robinson and E Wood

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)

Apologies: Councillors R Brown, G Jones, D Maddison and W Smith

HPC **Durham County Council – Area Action Partnerships**

08/09/162 Members gave consideration to correspondence received which had been previously circulated.

RESOLVED: That the information given, be NOTED.

HPC **Satisfaction with Advice and Guidance Research 2009 – The Standards Board of England**

08/09/163

The Clerk gave details of the above questionnaire which needed to be completed by the Clerk and a member of the Parish Council.

RESOLVED: That the Clerk complete the questionnaire and the Assistant Clerk contact members to ascertain who was available to complete the questionnaire.

HPC **Buckingham Palace Garden Parties**

08/09/164

The Clerk advised on correspondence received from CDALC for nominations to the Royal Garden Party to be held 14th July 2009.

RESOLVED: That Councillor J Clark and guest be the Parish Council's nominations.

HPC **County Durham Youth Engagement Services**

08/09/165

The Clerk advised on correspondence received from County Durham Youth Engagement Services advising that they were moving from the Lee House and enquired whether the Parish Council knew of any suitable locations where they could operate from locally.

RESOLVED: That the Clerk write to the County Durham Youth Engagement Services advising them of the facilities available at the Social Welfare Centre.

HPC **Horden Regeneration Partnership – Heritage Centre**

08/09/166

The Clerk advised on correspondence received from the Regeneration Partnership requesting the use of a room at the Social Welfare Centre to house a Heritage display.

RESOLVED:

- i) To AGREE in principle to housing a display in the Conference Room;
- ii) The Clerk be given delegated authority to negotiate with the partnership with regards to insurance and access.

HPC **No Smoking Day 2009 – Wednesday 11th March**

08/09/167

The Clerk advised Members on correspondence received from the NHS on events to be held locally to promote the No Smoking Day on 11th March 2009.

RESOLVED: That the information given, be NOTED.

HPC **Rail Halt**

08/09/168

The Clerk advised on correspondence received regarding a request that the Parish Council lead a campaign for a Rail Halt to be located in Horden. Members felt that this was an important issue and that the Parish Council should include it in the Community Plan and write to John Cummings, MP, the Unitary Authority and the Secretary of State to request their involvement in establishing a rail halt in Horden.

RESOLVED:

- i) That the Clerk respond to the resident explaining the Parish Council would include the Rail Halt in the Community Plan and that they would be taking the issue up with the local MP, the Unitary Authority and the Secretary of State.
- ii) That the Clerk write to John Cummings, MP, the Unitary Authority and the Secretary of State requesting their assistance in establishing a rail halt in Horden.

*J White
5-3-09*

- HPC** **Town and Parish Council Local Draft Charter**
08/09/169 The Clerk advised on the above documentation received from CDALC.
RESOLVED: That the Clerk write to CDALC supporting the Draft Charter.
- HPC** **Photographs of Parish Councillors on Website**
08/09/170 The Clerk advised that photographs on the website would fall under the Data Protection Act and that if express permission is not given then photographs should not be used. He also advised that all photographs could be downloaded from any internet site even if they were encrypted.
RESOLVED: That the information given, be NOTED.
- HPC** **Parish Council Website**
08/09/171 Councillor Clark suggested that the Website be reviewed in the near future.
RESOLVED: That the Clerk review the website In the future.
- HPC** **Exclusion of the Press and Public**
08/09/172 **RESOLVED:** That in accordance with Section 100(A) of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985 the press and public be excluded from the meeting for the following item of business on the grounds that it involves confidential information.
- HPC** **Staffing Matters**
08/09/173 The Clerk read out correspondence received from Matthew Scott regarding the possibility of him living in the Welfare House and taking on additional duties in lieu of rent and Council tax.
RESOLVED: That the Clerk;-
 i) Contact Mortons, Solicitors to discuss the covenants on the problems; and
 ii) Discuss the matter in greater detail with Matthew.
- HPC** **2009 Pay Award**
08/09/174 *Councillors J Clark, E Connor, T Jones and M Clark declared a personal interest in the matter and left the room.*
 The Clerk advised on correspondence received from the staff representatives regarding the 2009 Pay Award.
RESOLVED: That representatives meet with the Personnel Sub-Committee.

J White
5-3-09